

		National Defence Défense Nationale		Back to the DID List	
DATA ITEM DESCRIPTION - DESCRIPTION DE DONNÉES					
1. TITLE – TITRE			2. IDENTIFICATION NUMBER - NUMÉRO D'IDENTIFICATION		
Program of Projects			DID 15.4.4		
3. DESCRIPTION / PURPOSE – DESCRIPTION / OBJET					
The purpose of the POP is to provide the status of the POP, highlight risks or issues associated with meeting “On Time, On Budget, On Scope” commitments, and identify recommended actions or changes to the POP.					
4. APPROVAL DATE DATE D'APPROBATION		5. OFFICE OF PRIMARY INTEREST (OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)		6. GIDEP APPLICABLE D'ÉCHANGE DE DONNÉES PERTINENT	
November 2020		NWSO Technical Authority (TA)		N/A	
7. APPLICATION / INTERRELATIONSHIP – APPLICATION / INTERDÉPENDANCE					
Related CDRL 15.4.4 and SOW paragraph 15.4.4 refer. This DID contains the format and content preparation instructions for preparation and update of the POP Listing as described in the NWS O&M SOW.					
8. ORIGINATOR - AUTEUR			9. APPLICABLE FORMS - FORMULES PERTINENTES		
NWSO TA			NIL		
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES					
10.1 Prepare and maintain the POP Listing subject to review and acceptance by the RP-TA.					
10.2 Provide an overview of the POP, summarizing the project information from individual ABPs. Discuss the factors that influenced the establishment of the POP, including NWS strategic objectives, priorities and investment plans and opportunities for synergies and economies-of-scale. Highlight key assumptions or dependencies that could affect the POP. Discuss the key risks involved in executing the POP and the mitigation plans to manage the risks. Provide a list of the projects included in the POP, sorted by building and structure, project Category and priority in an Appendix to the Infrastructure Summary Plan. Include, in the list, the total cost of each project, the costs expected in the planning year, the key milestone dates, and the project status as at the time of preparation of the plan.					
10.3 Prepare a Monthly POP Update, including: <ul style="list-style-type: none"> • an overview of the current status of the program, highlighting key risks or issues that need to be addressed; • recommended actions or changes needed to the POP project mix or priorities to address changing circumstances or requirements and to meet funding commitments; • the overall status of Category I projects and the associated funding envelope; • a table listing each Category II and above project, that includes at least the following information: <ul style="list-style-type: none"> ◦ project number, ◦ description, ◦ building name, ◦ project category, ◦ project priority as recommended and approved by the RP-TA, ◦ total approved project expenditures, ◦ previous year expenditure, ◦ current approved budget, ◦ current spending – year-to-date, 					

- milestones completed,
- next milestone date,
- % of project completed,
- projected expenditures for current year,
- variance,
- carryover to future years,
- original approved completion date,
- current completion date,
- notes explaining variances, key changes from the original schedule, and actions to address risks or bring project back on track; and
- colour-coding of projects to reflect the overall project risk as follows:
 - green – project is on track,
 - yellow – risk that project will not meet its “on time, on budget, on scope” commitments, and
 - red – project will not meet its commitments.